

TOWN OF WASHINGTON TOWN BOARD MEETING

Minutes

Wednesday, April 20, 2011

7:00 p.m.

Rutledge Room in the Community Center

DRAFT
SUBJECT TO BOARD APPROVAL

1. **CALL MEETING TO ORDER:** Chairman Joel Gunnlaugsson called the meeting to order at 7:00 p.m.
2. **PLEDGE OF ALLEGIANCE:** Chairman Joel led the meeting with the Pledge of Allegiance.
3. **ROLL CALL BY TOWN CLERK:** In addition to Chairman Joel, Supervisors Liz Holmes, Ron Overdahl and Randy Sorensen were present.
4. **TOWN CHAIRMAN REMARKS:** Chairman Joel addressed the following:
 - The vacant seat on the Board would be filled at the regular board meeting in May. He has been contacted by several candidates that were interested in the position.
 - The regular Town Board meetings to be moved to the last week of the month.
 - All correspondence sent to the Town will be included in the Regular monthly meeting packet.
 - Joel would like to hold office hours one or two nights per month (possibly the same time as the Library being open).
 - He encouraged contact with him including giving his home telephone and cell number.
 - He stated his intention of full group participation by the Board.
5. **APPROVAL OF MINUTES:** Motion made by Overdahl, second by Sorensen to approve the following minutes:
Motion carried unanimously.
 - **Town Board Meeting – March 9, 2011**
6. **PUBLIC COMMENTS:** No public comments were given at this time.
7. **SUPERVISOR REMARKS:**
 - Holmes stated the Board needed to address the appointment of an additional member on the Zoning and Planning Committee.
 - Holmes stated on May 18th, Mariah Goode and Kay Miller from the County Zoning Department would be on the Island to discuss the changes in Zoning laws and Wetlands as per Communications, Item D of this agenda.
 - Holmes stated to be aware the WIZAP (Washington Island Zoning and Planning) Committee meeting is always the last Tuesday of the month which may present a conflict with Town Board meetings. Joel responded they can reschedule.
 - Overdahl stated six pallets of 'E-tronics' that was collected prior to the ban on collection should be delivered to a recycling system. Overdahl stated there should be an E-tronics collection day. Joel stated he is meeting with John Kolodziej, Door County Highway Dept. to discuss this among other things.
 - Overdahl stated the deadline has passed for filing the State Recycling Rebate report from the Landfill and it is questionable if we can receive the rebate. Also the Veolia bills are at least one month in arrears. Joel stated he would be addressing those matters.
 - Overdahl stated the recyclable compactor was installed without incident.
8. **APPROVAL OF BILLS** (Including all Town Committee bills): Motion made by Holmes, seconded by Sorensen to approve all submitted Town Bills. Motion carried unanimously.

9. DEPARTMENT ACTIVITY REPORTS: Motion made by Sorensen, seconded by Holmes to approve all submitted Activity Reports. Motion carried unanimously.

- A. Public Works
- B. Police
- C. Rescue Squad
- D. Fire Department
- E. Airport
- F. Financial Report for All committees and Special Accounts
- G. Utility District Financial Statements

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10. COMMUNICATIONS: Any Letters or Correspondence received from the Public.

- A. WISDOT – Letter from Gov. Walker - FYI
- B. DC Planning Dept. Permit issuance - FYI
- C. DC Planning Dept. Letter from Mariah Goode- Director
- D. Letters from Margie Frank and Ann Rice – Sorensen, Holmes and Overdahl all stated they looked at the areas referenced by Ms. Frank and Ms. Rice and felt the work done by the Town Crew was necessary and acceptable and not out of line with what has always been done.

11. OLD BUSINESS:

- A. Approve \$4,500.00 to JJR for development of Recreational Plan for the Town. Motion made by Holmes, seconded by Overdahl to address the approval. Comments were as follows:
 - A brief explanation was given by Mary Marik stating this plan was necessary to obtain grants and funding.
 - Overdahl stated three firms were considered.Motion carried unanimously.
- B. Extension of the Intergovernmental Agreement with Door County EMS to continue service on Washington Island. Motion made by Sorensen, seconded by Holmes to extend the agreement. Motion carried unanimously.

12. NEW BUSINESS:

- A. Approval of Training and Travel for WIPD. – Motion made by Sorensen, second by Holmes to approve the submitted training and travel request. Motion carried unanimously.
- B. Approval of Temporary Class “B” Retailers License – WI Ball Club – Motion made by Sorensen, seconded by Holmes to approve the Class “B” Retailers License for the W.I. Ball Club for the following dates:
 - a. May 15th, 2011
 - b. May 29th, 2011
 - c. May 30th, 2011
 - d. June 19th, 2011
 - e. June 26th, 2011Motion carried unanimously.
- C. Approval of re-wording of WIZAP Ordinance to reflect proper Title of Committee. Motion made by Sorensen, seconded by Holmes to correct the title ‘Washington Island Planning Committee’ to the Washington Island Zoning and Planning Committee’. Motion carried unanimously.
- D. Approval of over tax back payment in amount of \$ 787.63. Motion made by Holmes, second by Sorensen to approve the compensation of the over payment of \$787.63 going back one year. Motion carried unanimously.
- E. Approval of 2011 Agreement with Jorgenson Sanitation. Motion made by Holmes, second by Sorensen to approve the 2011 privy pump out agreement with Jorgenson Sanitation. Motion carried unanimously.

F. Approval of Town with DC Tourism Zone Commission after January 1st, 2012. Motion made by Liz, second by Sorensen to discuss. Discussion as follows:

Gunnlaugsson stated the DCTZC was meeting the next day to consider the Resolutions from opt-in communities for the 2012 year. The Towns' current agreement by resolution will expire December 31st, 2011. They did not have our resolution to renew participation in the Commission. Gunnlaugsson suggested the Board give a verbal agreement at this meeting and pass the formal resolution at next months meeting.

Overdahl stated several considerations for the Board:

- The purpose of the Room Tax was to put 'Heads in Beds'. The Room Tax is used by the Zone to promote tourism with 30% of that money being returned to the Town to compensate for the extra costs created by the additional tourism.
- Even though the DCTZC is meeting and voting on their resolution tomorrow our agreement does not expire until December 31, 2011. The Town may opt out with 6 month notification.
- It has not been determined or discussed if the Town or the Hotel owners will elect to renew participation.
- In the February report from the Tourism Zone it was reflected that the Island had a 7% annual decrease in revenue while most of the County in the Zone had a 7% annual increase.
- Contacted 5 hotel owners, representing 44 rooms/13 seasonal rooms on the Island. They indicated they did not want the Room Tax continued.
- In the February report the DCTZC reflected uncertainty as to the amount of increase in future charges and rates.
- The Board should obtain current details from the DCTZC and conduct a review of the past five years with local hotel owners before considering renewing a five year resolution.

Overdahl made a motion to table this item, second by Holmes until the Board can meet with Hotel/Motel owners to receive their input. Motion carried.

G. Set dates for 2011 Open Book and Board of Review. The dates of Open Book on June 29, 2011 and Board of Review on July 19th, 2011 from 5:00pm – 7:00pm were discussed.

H. Resolution 2011-03: Approval of Gifts, Grants or Donation to WIPD. Motion made by Holmes, second by Overdahl to approve Resolution 2011-03. Since this Item was not an action item, the Resolution was discussed.

I. Approval of Grant of Variance for Thomas Bloch. Motion made by Holmes, second by Sorensen to approve the Variance for Thomas Bloch. The recommendation from WIZAP was approved. Motion carried unanimously. Pass along to DC for Final Approval

J. Approval for Town Officials to attend May 4th Workshop – Motion made by Holmes, second by Sorensen to approve the attendance to the WTA official workshop. Motion carried unanimously.

K. Resolution 2011-04: Designating Signatures for Check Signing – Motion made by Holmes, second by Overdahl to approve Resolution 2011-04.

~ Beginning of Resolution ~

RESOLUTION 2011-04

DESIGNATING SIGNATURES FOR CHECK SIGNING

WHEREAS, the Town Board of the Town of Washington has previously adopted a policy requiring two signatures per check for accounts of the Town at Bay Lake and Citizens Banks: and

WHEREAS, it is necessary to designate the names of those authorized to sign checks:

Continued

NOW, THEREFORE BE IT RESOLVED the following three persons are authorized to sign Town checks:

Valerie Carpenter, Town Clerk/Treasurer
Joel Gunnlaugsson, Town Chairman
Elizabeth Holmes, Town Supervisor

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ADOPTED: 04/20/2011

APPROVED: 04/20/2011

Joel Gunnlaugsson, Town Chairman

Attest – Valerie Carpenter, Town Clerk

ROLL CALL VOTE

Joel Gunnlaugsson

Elizabeth Holmes

Ronald Overdahl

Randall Sorensen

AYE

NAY

~ End of Resolution ~

13. PUBLIC COMMENTS, ITEMS NOT ON AGENDA:

- Officer Tyler McGrane stated the dash cameras were installed in the squad cars.

14. UPCOMING MEETINGS

1. Town Board Meeting – May 25th, 2011 – 7:00 PM

M. ADJOURNMENT – MOTION. Motion made by Sorensen, second by Holmes to adjourn the meeting. Motion carried unanimously at 7:53 p.m.

Valerie Carpenter, Clerk/Treasurer

Joel Gunnlaugsson, Chairman

Elizabeth Holmes

Randal Sorensen,

Ron Overdahl